



COITY HIGHER COMMUNITY COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COMMUNITY CENTRE, HEOL WEST
PLAS, LITCHARD CROSS, BRIDGEND ON THURSDAY 14TH JUNE 2018 AT 7.00 PM

Present: Councillors M Williams (Chair)

D Barrington
A Davies
C Jones
A Hughes
L Richards
C Walburn
A Wathan
R Young

Apologies: Councillors A Dodd and C Evans

Also Present: Mrs A C Harris, Clerk & RFO
Mr P Ley, Asst Clerk & FO

20 **DECLARATIONS OF INTEREST**

Councillor	Item	Minute	Interest	Speak/Vote
Mr M Williams	School Community Award	26	Parent of Pupils	No/No
Mr R Young	All relevant BCBC matters		Member BCBC	No/No

21 **TO RECEIVE SHAYNE HEMBROW (DEPUTY CHIEF EXECUTIVE) AND GRANT PROSSER (CONSTRUCTION MANAGER) WALES & WEST HOUSING**

Councillor R Young left the meeting at 7.07 pm and returned at 7.45 pm as he declared an interest.

Some background info on the development at Parc y Fferm was given. A number of issues and questions were asked by both the council members and the 3 members of public in attendance (with the permission of the Chair) and some answers were given. Some of the questions needed further research and answers would be given to the Clerk in due course for circulation to members. The Chair thanked both representatives for attending.

22 **MINUTES OF THE MAY 2018 ANNUAL AND ORDINARY MEETINGS**

The Minutes of the Annual and Ordinary Council Meetings held on 14th May 2018 were accepted and approved as a true record of the meeting and the minutes were signed.

Resolved: This was noted.

23 **TO CONSIDER MATTERS ARISING FROM THE MAY 2018 MINUTES**

Minute3 Defibrillators

The plaques are now in place on the two new defibrillators. To date no responses had been received from local newspapers to print an article on the defibrillators.

Minute 3 Noticeboard Planning Application

The noticeboards are now installed at both the Allotment Garden and the side of Coity Post Office.

Storage Container Allotment Gardens

This has now been cleaned out and the staging which was stored next to the container has been removed from the site. The contents of the container will be emptied and the container removed for scrap by Coity Village Association.

Minute 5 CAP Standing Committee

The Clerk has actioned the following:

- Requested an assessment and trial of diverting traffic away from Heol Spencer
- Requested repeater signs at Heol Simonston
- Reported the pot hole, access problems and lighting problems at Pendre Fields
- Reported the condition of the road surface at Heol yr Ysgol
- Written to Councillor Vidal regarding safety issues on Litchard Hill

Minute 8 Summer Play Scheme

The scheme will run 4 weeks/20 days of activities, all participants will register and the scheme will be promoted with credit given to the Community Council's support. A representative will attend the September meeting to provide feedback.

Minute 11 Daffodil Planting

6 x 25kg sacks have been ordered

Minute 12 Update on Funding Applications

Two BCBC representatives have accepted the invitation to the next CAP meeting which takes place next Friday 22nd June to discuss the way forward for the Active Travel Plan re-bid.

The Clerk has requested that the speed signs in Coity, Litchard and Pendre are installed despite not being granted money from the T&CC Fund and is waiting to hear back from BCBC on how to progress this further.

Minute 13 (4) Finance Committee Recommendations

Newsletter:

The draft CAP information for inclusion has been completed and was tabled for information. The Clerk would now meet with the Chair to draft the general council text. Prices have been obtained for the design, print and delivery of the newsletter and will be discussed at the next Finance Committee meeting.

Minute 14 Dance Group Donation

Confirmation has been received that the request is from the parents of the group and not from the dance school business.

Minute 15 Clerk's Report

The coping stones that had broken off the wall outside the Community Centre have been removed. Awen Cultural Trust has been contacted to ask if they will arrange for it to be repaired.

Resolved: The information and action of the Clerk were noted. The Clerk was asked to pursue publicity for the defibrillators and make the £200 donation payment to the dance group.

24 TO RECEIVE AN UPDATE FROM THE CAP STANDING COMMITTEE

The Chair of the CAP Standing Committee updated Members on progress made to date.

The Clerk had addressed two issues since the last meeting:

The installation of a bench at The Dell off Coity Road had been given permission subject to applying for a licence and the installation taking place after a repair to drainage in the area by the Highways department at BCBC.

It has been established that the overgrowth from Army Cadet compound into the rear gardens at Heol Gadlys/Heol Tysant is not from the cadet camp but from the hospital grounds. The grounds maintenance team at the hospital have been contacted to ask them to address the matter.

Resolved: This was noted.

25 TO DISCUSS WEEDS AND STREET CLEANING

It was noted that the weeds in the wards are unsightly and it was suggested that the Clerk employs a contractor to treat and remove the ones on the main roads along Litchard Terrace and Heol West Plas, Coity Road and Litchard Hill.

Resolved: Whilst this was action was agreed, at Councillor Young's suggestion the Clerk would first contact BCBC to check when the weeds were last treated and when the next treatment would take place in case there was no need for additional maintenance.

26 TO DISCUSS THE SCHOOLS' COMMUNITY AWARD

Following a discussion it was agreed to continue the Schools' Community Award in 2018 and to donate a small plaque and £50 book tokens to both schools. The Clerk was asked to contact both schools to ask if they'd like a Councillor to attend their end of year awards ceremony to present the award to the winner.

Resolved: If the response is positive it was agreed to discuss who would represent the council at the July meeting.

27 **TO DECIDE ON THE DEFERRED COMMITTEE AND REPRESENTATIVE VACANCIES FROM THE ANNUAL MEETING**

Resolved: It was agreed that Councillor D Barrington would be the a member of the CAP Steering Group and that the Coity Wallia Conservator meetings would be attended by either the Chair, Councillor M Williams or the Vice-Chair, Councillor A Hughes.

28 **TO RECEIVE AND UPDATE ON THE COMMUNITY CHEST APPLICATION AND THE FAMILY FITNESS TRAINING SCHEME**

The Clerk confirmed that the grant funding should be in the Council's account within the next few days and that the local authority Grants Officer is meeting with the fitness company and borough councillor Amanda Williams the following week to discuss further.

Resolved: The information was noted.

29 **TO DISCUSS PLAY AREAS INCLUDING AND UPDATE ON THE CAT FOR PENDRE FIELDS PLAY AREA**

The Clerk had attended a meeting with Guy Smith at BCBC to discuss the Council's expression of interest. They are offering a 35 year lease and their legal team will be in touch shortly with a draft lease to take the transfer forward. There is no money to accompany the transfer but they would be likely to look favourably on a T&CC Fund application linked to a CAT transfer if the application was made prior to the transfer or immediately after.

The other play areas in the wards were also discussed.

Resolved: The information was noted. The Clerk was asked to arrange a site visit to all play areas for all councillors.

30 **FINANCE AND ACCOUNTS INCLUDING AUDIT**

RESOLVED:

1.Payment of Cheques

Authority was requested for the payments of the cheques listed in this month's papers and on the additional payment sheet agreed by the Chair, and this was agreed.

2.Budget Monitoring, Accounts & Budgets

That the budget monitoring report for May including the balances were accepted and the budget reviewed.

The Clerk as RFO raised her concern that the amount held in the Co-op Bank was over the amount covered by the Financial Compensation Scheme and suggested that a separate account should be opened for the surplus money.

3. Internal Audit and Certification of the Annual Statement

Both documents were tabled for members and the items explained.

Resolved: All information was noted and authority was given to the Clerk to make the agreed payments. It was decided not to open a separate account as the risk was very small; the Clerk disagreed with the decision. The Internal Audit and Annual Statement were accepted and approved and the Chair and Clerk certified the annual statement to submit to the External Auditor.

31 MEMBERS' REPORTS

Borough Councillor A Williams had forwarded a written update. Councillor R Young updated members on the new rail franchise, increases in jobs, station refurbishments etc.

Resolved: Councillor A Williams' update would be emailed out to members.

32 CLERK'S REPORT

Allotment Gardens

The Clerk gave an update on some small improvements made i.e. noticeboard installed to better communicate with tenants and a rusty post and illegible sign removed along with the replacement of a leaking tap.

The Clerk asked for authority to get the broken galvanised bench stored at the site repaired and installed within the gardens.

The Clerk had obtained 3 quotations for repairs to the roadway and she suggested carrying out work to the two main problem areas in the first instance and installing a new soakaway. The cost for that portion of the work would total £8,475.

War Memorial Coity

Three quotations had been received for various aspects of the works:

The Clerk suggested removing and disposing of the existing railings and manufacturing and installing new galvanized and powder coated railings at a cost of £1,844. Unfortunately grant funding was not available due to the demand for funding from the War Memorial Grants scheme in this centenary year.

New Model Standing Orders

The model has been updated to reflect changes in legislation and the Clerk would update the Community Council's document and include on the July agenda for adoption.

Councillor R Young left the meeting at 8.55 pm

Resolved: It was agreed to carry out the work to the allotment roadway in stages and it was also agreed to go ahead with the War Memorial work subject to the work being carried out before Remembrance Day 2018. The Finance Committee were asked to review the budget to see if the additional funds could be found for the shortfall in the allotment costs and the War Memorial work. The Standing Order information was noted. The Clerk was given authority to arrange for the bench to be repaired and installed in the gardens.

33 **CORRESPONDENCE**

All correspondence was noted including, with the consent of the Chair, some additional correspondence which was tabled as it was received after the meeting's papers had been distributed.

The Clerk drew Members' attention to the consultations, surveys and invitations on the correspondence list.

Resolved: The correspondence was noted, most items had been emailed to Members in advance of the meeting. The thank you from Choirs in the Castle was noted and the vacancy on the Standards Committee at BCBC was noted.

34 **PLANNING MATTERS**

All planning information was noted including, with the consent of the Chair, an additional planning application which was tabled as it was received after the meeting's papers had been distributed.

Resolved: The planning applications and decisions and other information were noted, no objections were raised.

35 **ITEMS FOR THE JULY 2018 ORDINARY MEETING AGENDA**

- Christmas Decorations
- Pendre Community Centre

Resolved: Any items raised in the above minutes to be included and anything that may arise during the month.

36 **DATE & VENUE FOR THE JULY 2018 MEETING**

Thursday, 12th July at Coity Higher Community Centre to start at 7.00 pm

The meeting closed at 8.59 pm